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3 FEB 1960

Colonel J. L. Coffey
Office of the Special Assistant
to the President for Security
Operations Coordination
The White House
Washington 25, D. C.

Dear Colonel Coffey:

In response to your memorandum regarding agency representation on the President's Committee on Information Activities Abroad, I am attaching a biography of Mr. [] who will be my representative on the Committee Staff.

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I expect to participate in the work of the Committee itself, with Mr. [] serving as my Deputy for this purpose if required.

Mr. Sprague has been told of these nominations.

We will provide a competent secretary and are currently selecting the best qualified one available. I will see that you are given her name as soon as possible.

I appreciate Mr. Sprague's willingness to receive suggestions at this point on the scope and method of conduct of the Committee's work. We are giving this a lot of thought and will pass on our ideas shortly.

Sincerely,

SIGNED

Allen W. Dulles
Director

(EXECUTIVE REGISTER FILE [])

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DDP/[redacted] as
2 February 1960

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Distribution:

O&1 - Addressee, w/a

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1 - ER w/ee of basic w/thermo from [redacted]

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Note: Angela said [redacted] stated no copy necessary
for [redacted]

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Next 1 Page(s) In Document Exempt

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THE WHITE HOUSE
WASHINGTON

29 Jan 61

MEMORANDUM FOR: Mr. Livingston T. Merchant
Under Secretary of State for
Political Affairs

Mr. Allen Dulles ✓
Director, Central Intelligence Agency

Mr. George Allen
Director, U.S. Information Agency

Mr. John N. Irwin
Assistant Secretary of Defense for
International Security Affairs

During Mr. Harr's absence I have, at the request of Mr. Sprague, undertaken to obtain nominees for the staff of the President's Committee on Information Activities Abroad, of which you will be a member. Initially each agency represented on the Committee is requested to nominate one staff officer and one secretary to serve for a three-months' period beginning 15 February, with the understanding that it may subsequently be necessary to expand this staff slightly. The White House will provide additional staff personnel, quarters for the Committee, and administrative support, and will fund costs other than those of departmental representatives, staff officers, and secretaries.

While I am sure that each agency will wish to nominate only the most highly-qualified and capable individuals, it may be helpful to have some general suggestions as to desirable qualifications. The experience of the Jackson Committee and the scope of the activities of this committee would indicate that staff officers should be informed, articulate, and good writers. They should be experienced in interdepartmental work and, if possible, have developed knowledge and understanding of other departmental operations, either through this experience or through theoretical studies, as at the National War College. The small size of the staff and the wide scope of the

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- 2 -

study virtually require that staff officers be both broadly familiar with national security policy and programs and expert in one or more of the sub-areas to be examined, such as informational activities, psychological warfare operations, economic warfare, etc. While rank is not important as compared to qualifications, it is presumed that principal staff nominees would hold at least the rank of colonel or captain in the armed forces or the equivalent civilian grade.

It is requested that those agencies which have not done so forward to this office by Wednesday 3 February the names of their staff nominees, together with a brief resume of their experience and qualifications, so that Mr. Sprague may be in a better position to judge the need for additional competence in particular areas of study. After the Committee has begun its work, it is possible that agencies may be asked to nominate additional staff personnel or to assist in developing information required for particular aspects of the study; however, the scope of such additional assistance cannot now be determined.

Mr. Sprague has asked me to tell you that he will appreciate any suggestions from you or from the staff nominees as to the scope and method of conduct of the inquiry. While final decisions as to the approach will be made by Mr. Sprague and Mr. Nielsen (the Staff Director), it may be useful to have some preliminary discussion of these matters; to this end I shall try to arrange for a meeting of the staff nominees early in February.


J. I. Coffey
Office of the Special Assistant
to the President for Security
Operations Coordination

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MEMORANDUM FOR: Mr. Dulles *AWD/ [unclear]*

Copies of the attached have been sent to Tom [redacted] to prepare a reply for your signature. Tom has recommended that we handle the requests contained in Coffey's memo in two bites -- (1) a memo to Coffey nominating [redacted] as the CIA staff representative for the Sprague Committee -- also designating a secretary, (2) the request contained in the last paragraph of Coffey's memo for suggestions from you and/or the staff nominee as to the scope and method of the conduct of the inquiry to be handled in a separate reply. Since this will take a little time, Coffey is to be advised of this in memo referred to in 1 above.

[Signature]

JSE (29 Jan 60)

(DATE)

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

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